

University School of Information Communication & Technology
Guru Gobind Singh Indraprastha University
Sector -16 C, Dwarka, New Delhi-110078



IPU/USICT/2018/ 9972
Dated.09.08.2018

OFFICE ORDER

The Following committees are constituted for smooth functioning of the School related activities:

S. No.	Name of the Committee	Name of the Faculty Members	Objective
1.	Library Committee	<ol style="list-style-type: none"> 1. Dean, USICT 2. Prof. B. V. R. Reddy 3. Prof. Navin Rajpal 4. Dr. Anurag Jain 5. Dr. Rinkaj Goyal 6. Dr. S. K. Malik 7. Dr. R. L. Ujjawal 8. Dr. Anuradha Chug 	To look after the library related matters
2.	Practical Exam	<ol style="list-style-type: none"> 1. Dr. S. S. Sodhi, Coordinator 2. Ms. Reena Gupta 3. Ms. Jaspreeti Singh 4. Ms. Ruchi Sehrawat 	To conduct end-term practical exam for all stream of USICT
3.	Minor Exam	<ol style="list-style-type: none"> 1. Dr. Anurag Jain, Coordinator 2. Dr. Anuradha Chug 3. Ms. Jaspreeti Singh 4. Ms. Ruchi Sehrawat 5. Ms. Jyotsna 6. Ms. Mansi Jhmab 	To ensure proper and fair conduction of the minor tests and ensure that question papers are timely received and after exam, handed over to the concerned faculty members
4.	Time Table Committee	<ol style="list-style-type: none"> 1. Dr. V. P. Vishwakarma, Coordinator 2. Dr. Vandana Nath 3. Ms. Shweta Dabas 4. Ms. Reena Gupta 5. Sh. Chakresh Kumar 6. Ms. Priyanka Singh 	To establish the framework for teaching, timetable of USICT and other USS, supporting the best possible learning experience for the students
5.	U-Focus/Annual Reports/ISO & other publications	<ol style="list-style-type: none"> 1. Dr. Manoj Kumar, Coordinator 2. Sh. Rahul Johari 3. Dr. Jaspreeti Singh 4. Ms. Shweta Dabas 	To keep an account of the information about the School & faculty like publications workshops attended for NIRF, NAAC, NBA etc.
6.	Purchase	<ol style="list-style-type: none"> 1. Prof. Pravin Chandra, Coordinator 2. Prof. Amit Prakash Singh 3. Dr. Manoj Kumar 4. Section Officer, USIC&T 	To finalize/facilitate the procurement of lab equipment
7.	Training & Placement	<ol style="list-style-type: none"> 1. Prof. Bharti Suri, Chairperson, TPO 2. Dr. Ashish Payal-Dy. Chairperson TPO 3. Sh. Shiv Ram Meena 	To look after the placement & training related activities of the school
8.	Alumni Association	<ol style="list-style-type: none"> 1. Prof. Amit Prakash Singh, Coordinator 2. Dr. Sanjay Kumar Malik 3. Dr. S. S. Sodhi 4. Dr. Anuradha Chug 5. Dr. Kamaldeep Kaur 6. Ms Jyotsna 	To look after Alumni related activities of the School

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S. No.	Name of the Committee	Name of the Faculty Members	Objective
9.	Student Activity Cell	1. Dr. Rinkaj Goyal, Coordinator 2. Dr. Ashish Payal 3. Dr. Kamaldeep Kaur 4. Sh. Shiv Ram Meena 5. Ms. Priyanka Singh	To conduct various technical/training activities related to student, like InforXpression/ IEEE/ IETE/ CSI/ Google Groups/ Microsoft etc.
10.	QIP Cell	1. All Programme Coordinators	To promote and monitor academic quality of the school
11.	Ph.D. Coordination Committee (SRC)	1. Prof. Amit Prakash Singh, Coordinator 2. Dr. Pushpendra Singh Bharti, USIC&T, Convener, R&A/MAE/CE/Physics 3. Dr. Rinkaj Goyal, USIC&T, Convener for CSE/IT 4. Dr. Kamaldeep Kaur, Convener for CSE/IT 5. Dr. Vandana Nath, USIC&T, Convener for ECE	To convene SRC Meetings and to look after the issues related to Ph.D. like fellowship, attendance, course work etc.
12.	Software Development Cell	1. Sh. Rahul Johari, Coordinator 2. Ms. Priyanka Bhutani	
13.	B.Tech Coordination Committee (CSE)	1. Dr. Ravindra Kumar Purwar, Coordinator 2. Ms. Shweta Dabas	To ensure that academic calendar is followed strictly and look into all the academic activities of the students
14.	B.Tech Coordination Committee (IT)	1. Dr. R. Rama Kishore, Coordinator 2. Dr. R. L. Ujjawal	
15.	B.Tech Coordination Committee (ECE)	1. Dr. Manoj Kumar Taleja, Coordinator 2. Ms. Mansi Jhamb	To ensure that academic calendar is followed strictly and look into all the academic activities of the students
16.	M.Tech Coordination Committee (IT/CSE)	1. Prof. Udyan Ghose, Coordinator 2. Dr. Ashish Payal	
17.	M.Tech Coordination Committee (R&A)	1. Dr. P. S. Bharti Coordinator 2. Dr. Manoj Kumar Satyarathi	
18.	M.Tech Coordination Committee (ECE)	1. Dr. Vandana Nath, Coordinator 2. Ms. Priyanka Singh	
19.	MCA/MCA-SE/BCA, Coordination Committee	1. Dr. Anju Saha Coordinator 2. Ms. Ruchi Shehrawat	

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S. No.	Name of the Committee	Name of the Faculty Members	Objective
20.	B.Voc./M.Voc Coordination Committee	1. Dr. P. S. Bharti Coordinator 2. Dr. S. S. Sodhi, 3. Sh. Shiv Ram Meena	To look into all B.Voc/M.Voc related activities
21.	AICTE Coordination Committee	1. Prof. Udayan Ghose, Advisor 2. Dr. Anurag Jain, Coordinator 3. Dr. Sartaj Singh Sodhi, Member	To look into all AICTE related activities
22.	SRC	1. Prof. Amit Prakash Singh 2. Dr. Anuradha Chug	To look into all SRC related activities
23.	B.Tech/BCA/MCA Affiliated Colleges	1. Priyanks Singh 2. Mansi Jhamb	To look into all B.Tech/BCA/MCA related activities

Arvinder Kaur

(Prof. Arvinder Kaur)
Dean, USICT

Copy to:

1. All faculty members of USICT through e-mail.
2. Head UITS with the request to upload the same on the notice/circular of the School.
3. Guard File.